



Commonwealth of Virginia - Common Language Protocol

Coded Language Scenarios*

Responder in immediate danger

A situation in which either the responder or dispatcher has identified an immediate threat and must convey this to a partner, other responders or dispatcher without alerting the subject.

Responder needs backup/assistance

A situation that is unstable, but there is no immediate life threat. Backup/law enforcement should expedite, but an overt request could escalate the situation.

Responder taking subject into custody

A situation in which a responder wishes to alert a partner, other responders or dispatcher that the intention is to take a subject into custody and resistance is anticipated. This could also be in the context of a directive to take the subject into custody and expect resistance.

Holding transmission of sensitive information, please indicate when ready for transmission

Indicates caller is holding sensitive information relating to an individual(s) that is possibly within earshot.

* The actual codes for these transmissions have been removed for confidentiality. Public safety practitioners can contact the Commonwealth Interoperability Coordinator's Office at (804) 692-0137 to receive the codes.

To implement the Commonwealth of Virginia's Best Practice for Common Language follow these steps:

1. Based on the National Incident Management System (NIMS) Requirements and Governor Warner's Executive Order 102, Adopt, Practice, and Use Plain English for all Situations Requiring Mutual Aid
2. Endorse and Begin Using Plain Language for All Day-to-Day Operations Observing the Coded Language Scenarios Presented to the Left
3. Adopt the International Phonetic Alphabet below (if applicable)
4. Simplify internal common phrases to eliminate confusion that could arise when speaking to another agency (10-4 is universal and may be maintained if desired)

The International Phonetic Alphabet

A Alpha	J Juliet	S Sierra
B Bravo	K Kilo	T Tango
C Charlie	L Lima	U Uniform
D Delta	M Mike	V Victor
E Echo	N November	W Whiskey
F Foxtrot	O Oscar	X X-Ray
G Golf	P Papa	Y Yankee
H Hotel	Q Quebec	Z Zulu
I India	R Romeo	

Endorsement from Across the Commonwealth

If your organization/agency is interested in formally endorsing this Best Practice please provide the Commonwealth Interoperability Coordinator's Office with a formal letter on your letterhead to CICO@governor.virginia.gov.